

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF the meeting of the full Parish Council
to be held at Pitstone Pavilion on Thursday 5 January 2023 at 7.30pm

Laurie Eagling, Clerk to the Council
Pitstone Pavilion, Marsworth Rd, Pitstone, LU7 9AP
Tel: 01296 767261

Signed L Eagling
Date: 29 December 2022

A G E N D A

1. ATTENDANCE AND APOLOGIES

To note attendance and apologies.

2. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

To consider declarations & dispensation requests from councillors on matters to be considered at the meeting.

3. PUBLIC PARTICIPATION SESSION - QUESTIONS FROM MEMBERS OF THE PUBLIC AND PRESS

The monthly opportunity for members of the public to put questions or provide information to the parish council.

4. QUESTIONS FOR, AND UPDATES FROM, BUCKINGHAMSHIRE COUNCILLORS

The monthly opportunity for members of the public to put questions to Buckinghamshire Councillors, and for those Councillors to provide updates to the Parish Council and public.

5. MINUTES OF PREVIOUS MEETING

To resolve that the minutes of the previous meeting held on 24 November 2022 are a true and accurate record of the meeting.

6. TO NOTE RECEIPT OF THE REPORT ON ONGOING ITEMS/MATTERS ARISING (for information only)

7. TO NOTE THE CORRESPONDENCE RECEIVED

COMMITTEE MATTERS

8. PLANNING COMMITTEE MATTERS

1. Minutes

To note that no committee meeting had taken place during the month so no minutes/report was due.

2. Application Consultations

- 30 Chequers Lane, 22/04002/APP, householder application for single storey front and side extension and garage conversion.
- 32 Campbell Lane, 22/04126/APP, householder application for garage conversion into habitable room, single storey rear extension and new side access gate.
- 24 Albion Road, 22/04275/APP, householder application for hip to gable loft conversion with front and back dormer windows and side and rear extensions

3. Decisions

- Haven Nook, 22 Pitstone Green Cottages, The Green, 22/03302/ALB and 22/03579/APP, Listed Building Consent and planning permission to extend height of chimney, installation of log burner and replacement of front door: Buckinghamshire Council approved

4. Applications outstanding with Buckinghamshire Council

Plot C on Westfield Road, Land to The South of Marsworth Road And The West Of Vicarage Way (restaurant/pub site only), Land Adjacent to Allotment Gardens (nursery site only), land to the rear of 12 Marsworth Road and Autumn House at 5 Treachers Close.

5. Enforcement outstanding with Buckinghamshire Council

- 27 Campbell Lane (20/00443/CONB) – Enforcement notice issued. Must be restored to original conditions by 1/2/22. Now awaiting outcome of appeal, see below.

6. Appeals outstanding with Planning Inspectorate

- 27 Campbell Lane; Enforcement ref: 20/00443/CONB, Appeal ref: 21/00078/ENFNOT; Planning Inspectorate Ref: APP/J0405/C/21/3285648. Appeal to be determined by Planning Inspectorate (PI) relating to the issue of the enforcement notice.
- Land To The South Of Marsworth Road And The West Of Vicarage Way (the first application to turn the 2 x PDA commercial areas into residential). Planning Inspectorate Ref: APP/J0405/W/22/3292202; Appeal Ref: 22/00058/NONDET; original planning application ref: 21/02999/APP; Construction 21 no. dwellings (8 flats and 13 houses), including associated works, car parking and landscaping, Appeal grounds - non determination.

7. Other

- To approve attendance on BALC Planning Application Responses training course 28/2/23 & 7/3/23.
- To determine response to BC Local Plan Evidence Base Settlement Review for Pitstone.

9. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note that no committee meeting had taken place during the month, so no minutes were due.
2. To consider initial information obtained relating to the possibility of solar panels at the pavilion.

10. STAFFING COMMITTEE AND RELATED MATTERS

1. To note that no committee meeting had taken place during the month so no minutes/report was due.
2. To ratify acceptance of the National Joint Council Local Government Salary and Annual Leave Review and their instruction to backdate to April 2022.

CHARITY MATTERS

11. PITSTONE PARISH CHARITY MATTERS

To note that no charity meeting took place during the month so no minutes due.

12. PITSTONE RECREATION CHARITY MATTERS

To note that no charity meeting took place during the month so no minutes due.

WORKING PARTY MATTERS

13. PITSTONE DEVELOPMENT AREA

To note update from Buckinghamshire Council regarding enforcement actions against NKH.

14. YOUTH CAFÉ

To note general update from Café Manager.

OTHER MATTERS

15. DEVOLVED SERVICES

- To note that no draft contract has been received from Buckinghamshire Council re proposal to extend the existing devolved service contract for a further 12 months, and they've advised that funding towards service delivery won't be confirmed until after 22/2/22.
- To approve the quotation from Ross Lawry Agricultural Contractors to deliver the services if PPC elect to accept them.
- To approve the quotation to include the Marsworth Road grass verge cutting on the residential side.

16. HIGHWAYS AND RIGHTS OF WAY

- To note feedback from Fairhive re BOAT by Queen Street.
- To note receipt of latest mVAS reports.
- To note feedback from Community Board re proposed Westfield Road bus shelters.
- To note feedback re sponsorship of/planters for Marsworth Road roundabout.

17. LIGHTING

To ratify decision to replace faulty Christmas tree illuminations following weather damage.

18. RESTORATION OF PITSTONE QUARRY

To discuss the information obtained re Pitstone Quarry Restoration by Clarke Contracting in collaboration with the National Trust.

19. PITSTONE PARISH POST

- To consider/approve the parish council submission for the forthcoming PPP.
- To consider quotations for full colour production and impact on advertising to determine if wish to progress.

20. PITSTONE MEMORIAL HALL CHARITY WHEELIE BIN USE CROSS CHARGE

To note/approve the increased charge levied by Pitstone Memorial Hall Charity.

21. ISSUES RAISED BY MEMBERS OF THE PUBLIC

To note that no other issues, not already included on the agenda, have been raised for discussion this month and consider any requests to be tabled on the next agenda.

FINANCIAL MATTERS

22. GENERAL FINANCIAL MATTERS

1. To approve monthly staff overtime payments.
2. To note change to Sipgate tariff model and financial impact.
3. To note details of monthly VAT return.
4. To approve payments in accordance with the budget and consider the receipts/reconciliation/debtor/creditor/budget monitor and detailed monthly summary reports.
5. To conduct all necessary internal controls and determine any issues arising.
6. To note the Tax Base for 2023/24 advised by Buckinghamshire Council.
7. To approve the final presentation of budget for 2023/24.
8. To approve the precept request to Buckinghamshire Council.
9. To note the re-appointment of PKF Littlejohn as our Independent Auditor.
10. To note receipt of kind donation to the Pitstone Community Car Scheme and consider/approve use thereof.

REPORTS AND NEXT MEETING

23. REPORTS

1. To note receipt of the minutes arising from the PAA AGM.
2. To note purchase of replacement worn out litter pickers.
3. To receive feedback from BC Planning Framework webinar on 8/12/22 – Cllr Nash.
4. To receive feedback from Community Board meeting 6/12/22 – Cllr Crutchfield.
5. To note feedback from CIB Retaining Volunteers workshop 30/11/22 – Parish Assistant.
6. To note BALC Free January training courses booked.
7. 2 street light outage reported to Taylor Wimpey, 5 reported to Buckinghamshire Council for resolution and 1 in Crispin Field reported to the Parish Council's contractors for repair.
8. To note other reports.

24. NEXT MEETING

1. To note the matters for inclusion on the 26 January 2023 Council Meeting agenda and determine any further matters.
2. To note the reminders and forthcoming events.

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR MEETINGS
AND TO ADDRESS THE COUNCIL DURING THE PUBLIC QUESTION TIME
WE LOOK FORWARD TO MEETING YOU**